



Maxwell Unified School District

515 Oak St/P.O. Box 788 · Maxwell, CA 95955
Telephone (530) 438-2052 · Fax (530) 438-2693
Summer Shadley, Superintendent



SCHOOL DRIVER REGISTRATION FORM

I have read the Administrative Directive No. 809 pertaining to the transportation of students by private vehicle to school sponsored events. I have the qualifications to be a volunteer driver. I am presently fully insured and will maintain my insurance according to the district office. I will maintain a current DMV printout with the district. I also understand that all expenses incurred in the operation and maintenance of my vehicle will remain my responsibility.

DRIVER INFORMATION

Driver (circle one): Employee Parent/Guardian Volunteer

Name: _____ Date of Birth: _____

Address: _____

Telephone: () _____ Cell Phone: () _____

Driver's License No.: _____ Expiration Date: _____

VEHICLE INFORMATION

Name of Owner: _____

Address: _____

Make: _____ License Plate No.: _____

Registration Expiration: _____ Seating Capacity: _____

INSURANCE INFORMATION

Insurance Company: _____ Telephone: () _____

Policy No.: _____ Expiration Date: _____

Liability Limits of Policy: _____

DRIVER STATEMENT

I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that the information given above is true and correct. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

I certify that I have received and will abide by the driver instructions provided by the district.

Name: _____ Date: _____



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USE OF PRIVATE VEHICLES FOR TRANSPORTING STUDENTS TO SCHOOL SPONSORED EVENTS

The Maxwell Unified School District (MUSD) acknowledges the needed assistance by responsible volunteer drivers in order to provide transportation for numerous activities that take place within the school system that otherwise would not exist without support. We sincerely appreciate this contribution.

The use of private vehicles shall only be authorized by the Superintendent in cases where buses or other school vehicles are not available. In no case shall any vehicle be filled over the vehicle's rated capacity including the driver. Only vehicles designed for passenger use shall be utilized. In no case shall a vehicle be used that seats more than 10 passengers.

Before any such permission is granted, the district office shall make certain that the driver is an adult at least 25 years of age, or a certificated employee of the school district, properly licensed, and maintain an approved DMV printout. They shall also make certain the driver and the vehicle is covered with appropriate liability insurance. The driver shall understand that his or her insurance is the primary insurer in case of an accident.

There shall be signed parent/guardian permission slips for each student carried in such private vehicle, as well as medical permission forms as required by law.

In order to provide the best assurance to both the volunteer driver and the school district, the following agreements shall be made:

1. The volunteer driver has met all legal requirements for possessing a driver's license, has an excellent driving record, and is 25 years of age or over (preferably a parent/guardian of one of the students) unless they are an employee of the district.
2. The car being driven is in excellent condition and repair.
3. The car being driven has a seat belt for each child being transported.
4. The driver accepts the added responsibility that comes from carrying extra individuals and, therefore, is perhaps more conscious of all driving rules and regulations set forth by the State of California. The California Supreme Court has eliminated the protection of the former California Guest Law. Now, a guest passenger may sue his host owner-driver.
5. The volunteer driver has a current DMV printout on file with the district. (A driver with more than 2 points within the preceding year cannot drive on a trip.)
6. The driver has an insurance policy that will act as the primary carrier for any liability incurred, with the following results and amounts of coverage:
 - * The driver must submit a copy of his/her proof of insurance coverage to the district office for verification
 - * Bodily Injury Liability of not less than \$100,000 each person with \$300,000 each accident
 - * Property Damage Liability of a minimum of \$50,000 each accident

OR



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* Combined single limit for Property Damage and Bodily Injury of \$300,000 for each accident

Exhibit MAXWELL UNIFIED SCHOOL DISTRICT

version: February 6, 2016 Maxwell, California

Exhibit 2

3541.1

Transportation For School-Related Trips

DRIVER INSTRUCTIONS

When using your vehicle to transport students on field trips or other school activity trips:

1. Be sure that you have registered with the district for such purposes and have a valid driver's license and current liability insurance at or above the minimum amount required by law for each occurrence.
2. Check the safety of your vehicle: tires, brakes, lights, horn, suspension, etc.
3. Carry only the number of passengers for which your vehicle was designed. If you have a pickup truck, carry only as many as can safely sit in the passenger compartment.
4. Require each passenger to use an appropriate child passenger restraint system (child car seat or booster seat) or safety belt in accordance with law.
5. Do not smoke a pipe, cigar, or cigarette while there are minors in the vehicle, as required by law.
6. Obey all traffic laws.
7. Take the most direct route to the destination or event without unnecessary stops.
8. Drivers shall maintain a 0 percent BAC while transporting students.
9. Do not drive if under the influence of any substance that influences driving ability.

In case of emergency, keep all students together and call 911 and the district office.

Exhibit MAXWELL UNIFIED SCHOOL DISTRICT

version: February 6, 2016 Maxwell, California